

## SCHOOL DRIVER REGISTRATION FORM

Driver (circle one): Employee    Parent/Guardian    Volunteer  
Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Address: \_\_\_\_\_ Driver's License No.: \_\_\_\_\_  
Telephone No.: (    ) \_\_\_\_\_ Expiration Date: \_\_\_\_\_

## VEHICLE INFORMATION

Name of Owner: \_\_\_\_\_ Year: \_\_\_\_\_  
Address: \_\_\_\_\_ Make: \_\_\_\_\_  
Registration Expiration: \_\_\_\_\_ License Plate No.: \_\_\_\_\_  
Seating Capacity: \_\_\_\_\_

## INSURANCE INFORMATION

Insurance Company: \_\_\_\_\_ Policy No.: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
Liability Limits of Policy: \_\_\_\_\_

## DRIVER STATEMENT

I certify that I have not been convicted of reckless driving or driving under the influence of drugs or alcohol within the past five years and that the information given above is true and correct. I understand that if an accident occurs, my insurance coverage shall bear primary responsibility for any losses or claims for damages.

I certify that I will ensure that all children will be restrained using the appropriate passenger restraint systems.

Name \_\_\_\_\_ Date \_\_\_\_\_

**DRIVER INSTRUCTIONS**

When using your vehicle to transport students on field trips or other school activity trips, please:

1. Be sure that you have registered with the district for such purposes and have a valid driver's license and current liability insurance at or above the minimum amount required by law for each occurrence.
2. Check the safety of your vehicle: tires, brakes, lights, horn, suspension, etc.
3. Carry only the number of passengers for which your vehicle was designed. If you have a pickup truck, carry only as many as can safely sit in the passenger compartment.
4. Require each passenger to use a safety belt in accordance with law.

In case of emergency, keep all the children together and call 911 and the Charter Office:  
524-2741

The Mark West Charter School will solicit a list of parents to be placed on an Approved Driver's List for the purposes of school sponsored educational trips or service learning opportunities. All drivers will have on record:

- 1) Proof of legal age
- 2) Copy of valid Driver's License
- 3) Copy of current driving record
- 4) Proof of insurance liability in the amount of \$100,000/\$300,000
- 5) Review of County Record by Charter School Administration